



Acquisition & Assistance Policy Directive (AAPD)

From the Director, Office of Procurement

Issued: March 18, 2003

AAPD 03-01

The AAPD System -- Summary of Retired AAPDs/CIBs

Subject Category: Miscellaneous
Type: General Information

AAPDs provide information of significance to all agency personnel and partners involved in the Acquisition and Assistance process. Information includes (but is not limited to): advance notification of changes in acquisition or assistance regulations; reminders; procedures; and general information. Also, AAPDs may be used to implement new requirements on short-notice, pending formal amendment of acquisition or assistance regulations.

AAPDs are **EFFECTIVE AS OF THE ISSUED DATE** unless otherwise noted in the guidance below; the directives remain in effect until this office issues a notice of cancellation.

This AAPD: Is New Replaces/ Amends
CIB/AAPD No: _____

Precedes change to: AIDAR Part(s) _____ Appendix _____
 USAID Automated Directives System (ADS) Chapter _____
 Code of Federal Regulations _____
 Other _____
 No change to regulations

Applicable to: Existing awards; Modification required:
 Effective immediately
 No later than _____
 As noted in guidance below
 RFPs/RFAs issued on or after the effective date of this AAPD; all other Pending Awards, i.e., 8(a), sole source...
 Other or N/A _____

New Provision/Clause Provided Herein: Yes; Scheduled update to Prodoc: _____ (insert date) _____
 No

(Signature on file)

TIM BEANS

AAPD 03-01 -- The AAPD System -- Summary of Retired AAPDs

PURPOSE: The purpose of this AAPD is to advise that the first AAPD of each calendar year shall no longer provide a summary of active CIBs/AAPDs. Instead, it shall provide only a summary of those CIBs/AAPDs retired since issuance of the previous year's initial AAPD. This AAPD provides those documents retired since issuance of AAPD 02-01 in January 2002.

BACKGROUND: In previous years, the first AAPD or CIB issued each year provided the current listing of all active AAPDs and CIBs, as well as retired ones. The improved AAPD website referenced below will now be maintained by the Policy Division and will provide a continuously updated reference list of all current CIBs/AAPDs for contracting personnel use.

GUIDANCE: As of February 2003, the Office of Procurement 's Policy Division will maintain an up-to-date listing of active AAPDs/CIBs on the Office of Procurement "Announcements, Solicitations and Resources" page of the Agency website*. As documents are retired during the year, they will be moved to The Archive, a new repository of all previous AAPDs/CIBs that are no longer active. In addition, a new link, "Why & When", is available in The Archive and contains information on the year the document was retired, and the reason.

The list of AAPD/sCIBs retired since issuance of AAPD 02-01 is attached. The list indicates the reason the AAPDs/CIBS are retired, such as expiration of stated time limits within the AAPD/CIB itself, or adoption of the requirement into the regulations or Automated Directives System (ADS). AAPDs and CIBs serving as reminders or providing up-to-date general guidance are eventually retired as "Purpose Served" but are still considered relevant.

*http://www.usaid.gov/procurement_bus_opp/procurement/cib/

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RETIRED IN JANUARY 2003

<u>No.</u>	<u>Title</u>	<u>Purpose retired</u>
99-9	Personal Services Contracts (PSCs) Annual Health Ins	<i>Superseded by 00-05</i>
99-14	Congressional Award Notification System	<i>Superseded by 02-03</i>
00-12	Change in Cost Principles Applicable to The Urban Institute	<i>Purpose served</i>
01-14	Defense Base Act (DBA) Coverage and DBA	<i>Expired 6/30/02; replaced by 02-13 Waiver List</i>
01-15	Reserved - Not Issued	<i>Reserved Number is being removed from active list</i>
02-01	The CIB System -- Summary and Index	<i>Superseded by 03-01</i>
02-02	ES-06 Maximum Pay Rate	<i>Superseded by 03-02</i>